Work Instructions

DIRECTIVE NO. 205.W-WI-1040.Y.7
EFFECTIVE DATE: May 01, 2001
EXPIRATION DATE: N/A

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Responsible Office: 205.2/Environmental Office

Title: Containment of Oil Tank Releases

P1. PURPOSE

This Work Instruction (WI) applies to the containment of oil tank releases on Wallops Flight Facility in order to comply with federal and state regulations. This WI also establishes certain tank-specific spill containment procedures to be executed by qualified personnel.

P2. SCOPE

An oil release is considered contained if migration of the release is halted by a physical barrier, either at the point of release (i.e., localized) or the perimeter of release. This WI delineates procedures for containing oil releases and pertains to all personnel who work directly or indirectly with any petroleum products.

P3. DEFINITIONS

3.1 DEQ: Department of Environmental Quality (Virginia)

P4. RECORDS, REPORTS, AND FORMS (all located in 205.W-WI-1040Y.1)

4.1 Incident Report Form

P5. SAFETY PRECAUTIONS AND WARNING NOTES

Only qualified and trained personnel shall respond and handle emergency situations where there is an imminent threat to people, facilities, or the environment. All operators shall be aware of the location of an Oil Tank Emergency Spill Kit. Chemical dispersants, coagulants, and sinking agents will only be used when authorized by the Environmental Office.

P6. REFERENCES

6.1 Spill Prevention, Control, and Countermeasures Plan (SPCC), 40 CFR 112 and Virginia Administrative Code 9 VAC 25-91-170.

P7. TOOLS, EQUIPMENT, AND MATERIALS

7.1 Oil Tank Emergency Spill Kit:

- (4) 1 lb.containers of sorbent pulp

- (2) 3” x 48” sorbent booms
- (40) 18” x 18” double weight sorbent mats

P8. INSTRUCTIONS

8.1 **The following instructions pertain ONLY to the WFF Fire Department, the Environmental Office, and the owner/operator.** The general strategy for containing an oil release that is localized and has not spread into the storm water system, surface water, or other commonwealth waterway is as follows:

8.1.1 If possible, place sorbent booms around the perimeter of the spill so that it is completely encircled with no gaps between the booms. The volume enclosed by the sorbent booms should be adequate to contain the entire estimated potential release (should the release still be occurring at the time of containment) and the addition of other sorbents (e.g., vermiculite, sorbent pillows). Stop the flow of the release, if possible.

8.1.2 Protect target storm drains and other surface water outside of the contained area with the appropriate spill equipment (e.g., mats, sorbent booms).

8.1.3 If the spill has occurred at or near an aboveground oil storage tank, also implement the tank-specific procedures in Table 8-1.

Table 8-1: Tank-Specific Spill Containment Procedures

Tank #	Containment Procedure
B-31	Spills shall be contained by placing sorbent booms around the spill and along the parking lot downgradient from the tank.
B-130	The area around this tank is fairly flat, therefore, spills shall be contained by placing sorbent booms around the spill.
D-4A D-4B	Spills shall be contained by first placing sorbent booms around the spill. Another boom shall be placed around the storm drain located next to Building D-4 down gradient from the tanks.
D-8B	The area around this tank is fairly flat. Spills shall be contained by placing sorbent booms around the spill.
D-9A D-9B	In the case of a tank spill, first ensure that the secondary containment release valve is closed. Place sorbent booms around the tanks and along the pipe trough.
D-50B	In the event of a spill, place sorbent booms around the tank and manhole located in lot.
D-102 D-103	In the event that a spill is released from the berm, call 1333 immediately. Place sorbent booms/pillows around the bottom of the berm and along the driveway leading to the road.
E-4	Spills shall be contained by placing sorbent booms along the slope leading to the parking lot.

Table 8-1: Tank-Specific Spill Containment Procedures	
Tank #	**Containment Procedure**
E-134A	The area around this tank is relatively flat; spills shall be contained by placing sorbent booms around the spill.
F-20	Spills shall be contained by placing sorbent booms around the tank. Another boom shall be placed around the sewer manhole located in front.
F-24	Spills shall be contained by placing sorbent booms along the slope leading to Building F-24.
J-18	Spills shall be contained by placing sorbent booms around the tank. Another boom shall be placed across the storm water outfall. If any oil escapes into the storm water outfall, recovery from the surface water, located approximately 200 feet in front of the tank, will be necessary.
M-1A M-1B	Spills shall be contained by placing sorbent booms around the tank. Another boom shall be placed along the slope leading to the road.
M-17A	Spills shall be contained by placing sorbent booms around the tank, the storm drain located next to the tank, and along the slope leading to the water which is approximately 50 feet from the tank.
M-19A	Spills shall be contained by placing sorbent booms around the tank. Another boom shall be placed along the slope leading to surface water approximately 60 feet from the tank.
M-21A	Spills shall be contained by placing sorbent booms within the grass sump down gradient of the tank.
N-116	Spills shall be contained by placing sorbent booms along the perimeter of the parking lot.
N-162	Spills shall be contained by placing sorbent booms along the perimeter of the parking lot.
N-224	Spills shall be contained by placing sorbent booms along the tree line beside the tank.
U-30B	The area around this tank is fairly flat; therefore, the spill shall be contained by simply surrounding the spill with sorbent booms.
U-48	Spills shall be contained by placing sorbent booms along the slope towards Building U-50.
U-55	The area surrounding this tank is flat; therefore, the spill shall be contained by simply surrounding the spill with sorbent booms.
U-65	The area surrounding this tank is flat; therefore, the spill shall be contained by simply surrounding the spill with sorbent booms.

Table 8-1: Tank-Specific Spill Containment Procedures	
Tank #	**Containment Procedure**
U-70	Spills shall be contained by placing sorbent booms along the perimeter of the parking lot and along the slope leading down to the water 150 feet away.
V-24A V-24B V-24C	Spills shall be contained by placing sorbent booms along the edge of the concrete slab. If the oil goes beyond the slab, booms must be placed around the perimeter of the parking lot.
V-45B	Spills shall be contained by placing sorbent booms along the slope leading to the marshes located approximately 50 feet from the tank.
V-50	Spills shall be contained by placing sorbent booms along the tree line beside tank.
V-55B	Spills shall be contained by placing sorbent booms along the slope leading to the marshes located approximately 50 feet from the tank.
W-15A	Spills shall be contained by placing sorbent booms along the slope leading down gradient from the tank to the surrounding grasses.
W-20A	Spills shall be contained by placing sorbent booms along the slope leading down gradient from the tank. Another boom shall be placed along the surface water line located 30 - 40 feet from the tank.
W-40B	Spills shall be contained by placing sorbent booms along the slope leading down gradient from the tank. Another boom shall be placed along the surface water shoreline located approximately 50 feet from the tank.
W-65C	Spills shall be contained by placing sorbent booms along the perimeter of the parking lot.
W-100A	TEMPORARILY NOT IN USE.
X-15	Spills shall be contained by placing sorbent booms along the slope leading to the parking lot.
X-35	Spills shall be contained by placing sorbent booms along the perimeter of the parking lot.
X-75B	Spills shall be contained by placing sorbent booms along the slope leading to the marsh. Another boom shall be placed along the marsh line.
X-85	Spills shall be contained by placing sorbent booms along the slope leading to the dirt driveway. Another boom shall be placed along the surface water shore line located approximately 50 feet from the tank.
Y-15A	Spills shall be contained by placing sorbent booms along the perimeter of the parking lot.

Table 8-1: Tank-Specific Spill Containment Procedures	
Tank #	**Containment Procedure**
Y-55	Spills shall be contained by placing sorbent booms along the slope leading to grass. Another boom shall be placed along the surface water shore line located apporximately 50 feet from the tank.
Y-60A	The area around this tank is fairly flat; therefore, the spill shall be contained by placing sorbent booms around the perimeter of the spill.
Z-41B	TEMPORARILY NOT IN USE.

8.2 Upon arrival at the scene, if the release has spread into the storm water system, surface water, or other Commonwealth waterway, proceed as follows (in addition to the above tank-specific spill containment procedures).

8.2.1 Proceed to the most reasonable destination that is downstream of the release front.

8.2.2 Place sorbent booms, as noted below, to protect the potential destination (e.g., surface water, pond, storm water outfall) to areas beyond Wallops Flight Facility.

8.2.3 Follow the water flow downstream and place sorbent booms at accessible areas (e.g., open channels, manholes) until the release front is met.

8.2.4 In the case that additional spill equipment is required, the Logistics Management Branch, through the Emergency Management Plan, is capable of emergency procurements for additional services, equipment, and supplies.

8.3 Once the release is satisfactorily contained, refer to 205.W-WI-1040.Y.8, Removal of Oil Spill or Sheen, for further actions. Also, refer to 205.W-WI-1040.Y.5, Oil and Hazardous Substance Release Notification, to ensure that the proper authorities have been notified (particularly, if the release has spread into Commonwealth waterways).

CHANGE HISTORY LOG

Revision	Effective Date	Description of Changes
Baseline		